

# DONATION FORM



## YOUR DETAILS

Your address is needed to identify you as a current UK taxpayer

Name:

Home address:

Telephone:  Postcode:

Email:

## YOUR GIFT

Please tell us how you would like your gift to be used:

- Leatherseller Scholarship Programme
- Ukrainian Relief Fund
- Headmaster's Discretionary Fund
- 
- I am planning to leave a gift to Colfe's Charitable Trust in my Will
- I would like more information about including Colfe's Charitable Trust in my Will
- I would like my gift to remain anonymous including in any written and online publications

## GIFT AID DECLARATION

*giftaid it*

**Boost your donation by 25p of Gift Aid for every £1 you donate**

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference. I want to Gift Aid this gift and any donations I make in the future or have made in the past 4 years to Colfe's Charitable Trust.

*Please notify Colfe's Charitable Trust if you:*

Want to cancel this declaration. Change your name or home address. No longer pay sufficient tax on your income and/or capital gains. If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Signature:

## MAKING A ONE-OFF GIFT

I would like to make a one-off gift of:

£50  £100  £250  £500  £1,000  £5,000  Other: £

I would like to pay by:

- Cheque (made payable to Colfe's Charitable Trust)  Bank transfer

### By cheque

Please enclose with a printed copy of this form and return to the Development Office at the address below.

### Bank Transfer Details

To Colfe's Charitable Trust HSBC sort code 40-07-31 Account no. 11543350 with your name as a reference.

**Please complete and return your form:**

- By email to: [development@colfes.com](mailto:development@colfes.com)
- By post to: Development Office, Colfe's School, FREEPOST SE3 986, London SE12 8BR

If you would like to make a recurring gift please complete the details overleaf.

# DONATION FORM



## MAKING A RECURRING GIFT

I would like to make a recurring gift of £  Each:  Week  Month  Quarter  Year

### Instructions to your Bank/Building Society

To the Manager:

Bank name:

Bank address:

Postcode:

Please make payments and debit my account in accordance with the following details:

Account number:

Sort Code:  -  -

Please pay HSBC Bank PLC, 100 Old Broad Street, London, EC2N 1BG

Sort code: 40-07-31

Account Number: 11543350

Account name: Colfe's Charitable Trust

The sum of: £

Please state in words:

pounds

Starting on:  /  /  (please allow one month before start date)

Frequency:  Weekly  Monthly  Quarterly  Yearly

Duration: Please tick and complete one of the following options:

Until further notice **or**

Number of payments as  **or**

Date of final payment as  /  /

Your name:

Signature:

Date:  /  /

### Please complete and return your form:

– By email to: [development@colfes.com](mailto:development@colfes.com)

– By post to: Development Office, Colfe's School, FREEPOST SE3 986, London SE12 8BR

## OTHER WAYS TO DONATE

Donations of stock, gifts-in-kind, payroll giving and other unique ways to support us are also available.

Please contact us at [development@colfes.com](mailto:development@colfes.com) for a confidential conversation

Colfe's School, on behalf of the Colfe's Charitable Trust, processes data in line with Data Protection Law.

For more information about how and why we handle personal data, please read our Privacy Policy at [colfes.com/school-policies](http://colfes.com/school-policies)